

# Toilet Safety and Hygiene Nominated Supervisor OSHC

NQS 2.1.2 Health practices and procedures

NQS 3.1.1 Fit for purpose

NQS 3.1.2 Upkeep

Name of the person conducting the checklist: \_\_\_\_\_ Date: \_\_\_\_\_

## Facilities

Is there a "spill kit" nearby to clean spills of urine, poo, blood, and vomit (with gloves, paper towel, disposable cloths or sponge, detergent, bleach, scraper and pan)?  Yes  No  NA

## Display

Are toileting procedures displayed?  Yes  No  NA

Are hand washing procedures displayed?  Yes  No  NA

Are handwashing procedures with pictures displayed for children to follow?  Yes  No  NA

Is the cleaning schedule displayed

Is the cleaning schedule signed off by the person who cleans the toilet?  Yes  No  NA

## Appearance

Does the toilet area look clean and inviting?  Yes  No  NA

## Toileting Procedures

Do staff always wear gloves if helping child eg with toileting accident?  Yes  No  NA

Do staff wash hands before putting gloves on?  Yes  No  NA

Do staff help child to remove clothing if needed?  Yes  No  NA

Do staff encourage children to wipe from front to back?  Yes  No  NA

Do staff remove any wet/soiled clothing and seal in a bag for washing?  Yes  No  NA

Do staff help clean and dry child if they've soiled or wet their clothing?  Yes  No  NA

Do staff encourage children to flush the toilet themselves?  Yes  No  NA

Do staff supervise children as they wash their hands with single use towel?  Yes  No  NA

Do staff wash hands after removing gloves?  Yes  No  NA

## Cleaning Procedures

Is the toilet cleaned at least once a day?  Yes  No  NA

Is the toilet cleaned as soon as it looks/smells dirty or there are spills?  Yes  No  NA

Is the toilet thoroughly cleaned eg around the base, under the lid, where lid joins to bowl  Yes  No  NA

Is the toilet cleaned with detergent and water?  Yes  No  NA

Is the toilet disinfected if there are spills of blood, urine, poo or vomit which are known/suspected to be infectious?  Yes  No  NA

Are gloves worn to clean the toilet?  Yes  No  NA

Are these gloves only used to clean the toilet?  Yes  No  NA

Are the gloves hung out to dry after use?  Yes  No  NA

Are different paper towels/sponges used to clean (other areas of) the bathroom?  Yes  No  NA

Are cleaning products inaccessible to children?  Yes  No  NA

Are buckets inaccessible to children?  Yes  No  NA

Do all staff clean and dry equipment after cleaning?  Yes  No  NA

Do all staff wash their hands as soon as they finish cleaning?  Yes  No  NA

## Actions required

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